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1 - Administration

1 - GSA Records

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The Honorable Edmund F. Mansure
 Administrator, General Services Administration
 Washington 25, D. C.

Dear Mr. Mansure:

Transmitted herewith is the original and two copies of this Agency's report on the use of electrical typewriters and business machines as requested in your circular letter of August 12, 1953.

The report was prepared in accordance with the instructions contained in your letter and its attachments. For security reasons, however, the report is submitted on a consolidated basis rather than on an individual machine basis. The consolidated report has been assembled in three sections as follows:

- Section I - Use of Electrical Typewriters
 - Tab A - Summary
 - Tab B - Consolidated Report of Electrical Typewriters in Use
 - Tab C - Summary of Electrical Typewriters not in Use
- Section II - Consolidated Report of Electrical Writing Machines
- Section III - Consolidated Report of Electrical Business Machines
- Section IV - Explanatory Statement

As requested by your office, this report has been de-classified so that the consolidated data may be included with similar data from other Government Agencies.

Sincerely yours,

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 L. K. WHITE
 Acting Deputy Director

1 Encl.
 Report (trip)

O&M:AVM:jgm (23 Oct 53)
Rewritten: O&M:AVM:jgm (19 Nov 53)

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